

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, December 1st, 2022 6:00 P.M.**

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Hirsch, Nasser, Butler and Kitzmiller were present. The City Attorney, City Finance Officer, and City Administrator was also present.

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsh, second by Nasser to approve the agenda for the regular meeting of the Summerset City Commission for December 1st, 2022. Motion carried.

CONSENT CALENDAR

Motion by Butler, second by Nasser to approve the minutes of the Regular meeting of November 17th, 2022 as presented or amended. Motion carried.

APPROVAL OF CLAIMS

Motion by Nasser, second by Kitzmiller to approve the claims and hand checks in the amount of \$60,437.80 from November 17th, 2022 through November 30th, 2022 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Monthly Contract	333.72
AMBROSE, JONATHAN	Phone Stipend	50.00
ANGLIN, MITCH	Phone Stipend	50.00
BAUMEISTER, STEPHANY	Phone Stipend	50.00
BLACK HILLS ENERGY	Utilities	5,231.26
Butler, Dave	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
CITY OF RAPID CITY	Solid Waste Hauler License	20.00
CMS SERVICES	WWTP Repair AC	448.98
DAVIS, OWEN	Phone Stipend	50.00
FRESH START CLEANING & GOLDEN WEST TECHNOLOGIES	Carpet Cleaning City Hall	947.50
HERMANSON EGGE ENGINEERING	Managed Services	1,843.00
HERMANSON EGGE ENGINEERING	Building Inspection Services	1,945.00
HIRSCH, CLYDE	Phone Stipend	50.00
KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	50.00
LIGHT, JAMES	WWTP DEP Refund	108.87
M&W TOWING	Mack Garbage Truck Tow	297.50
MDU	Utilities	309.29
NASSER, ALEXIS	Phone Stipend	50.00
NORTHERN TRUCK EQUIPMENT CO	Cameras	9,525.00
O'GRADY, BRENDA	Phone Stipend	50.00
ON-SITE FIRST AID & SAFETY	First Aid Supplies	25.85

SCHIEFFER, LISA	Phone Stipend	50.00
SD CITY MANAGEMENT ASSOCIATION	2023 Dues	150.00
SD GOVERNMENTAL FO ASSOC	Finance Officers Association	40.00
SD GOVERNMENTAL HR ASSOCIATION	SD Govt Human Resource Dues	25.00
SD Secretary of State	Candace Notary	30.00
SDML	2023 Dues	2,398.85
SDRS-SUPPLEMENTAL	Supplemental Retirement	570.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Contract	162.89
SMITH, JEFF	Phone Stipend	50.00
TORNO, MELANIE	Phone Stipend	50.00
Verizon Wireless	LE Voice & mobile Broadband	380.12
WILD WEST SCREEN PRINTING	Brushed Panel Cap Embroidery	73.68

APPROVAL OF PAYROLL – NOVEMBER 2022 – SDCL 6-1-10

Motion by Kitzmiller, second by Hirsch to approve the following payroll. Motion carried.

Dept. 4000 - \$19,361.68 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$11,454.82 Finance

Dept. 4210 - \$33,415.57 Police

Dept. 4652 - \$300.00 Planning & Zoning

COMMISSION REPORTS

Kitzmiller, Butler, Nasser, Hirsch, and Torno gave monthly reports.

NEW HIRES

Stephany Baumeister – assistant finance officer \$16.00 starting date 11/21/2022

Motion by Kitzmiller, second by Nasser to approve new hire Stephany Baumeister at \$16.00 per/hr. Motion carried.

PAYROLL CHANGE- POLICE DEPARTMENT

90-day review Derek Uebel Currently \$20.00 per/hr. to \$22.00 per/hr.

Motion by Hirsch, second by Butler to approve the payroll change for Derek Uebel increase to \$22.00. Motion carried.

CYBER SECURITY CREDIT PROGRAM – CYBER INCIDENT RESPONE PLAN

Motion by Butler, second by Nasser to approve the cyber incident plan as amended. Motion carried.

FIRST READING OF REVISED ORDINANCE 2022-10 FEE.

Motion by Nasser, second by Kitzmiller to approve the first reading. Motion carried.

Motion by Hirsch, second by Butler to set second reading for December 15th. Motion carried.

FIRST READING FOR ORDINANCE 2022-11 CITY PARKS & RECREATION.

Motion by Kitzmiller, second by Butler to open for discussion. Motion carried.

Motion by Kitzmiller, second by Hirsch to close discussion. Motion carried.

Motion by Kitzmiller, second by Nasser to approve the first reading. Motion carried.

Motion by Hirsch, second by Butler to set second reading for December 15th. Motion carried.

FIRST READING OF REVISED ORDINANCE 2022-12 BIDDING CONTRACTS.

Motion by Hirsch, second by Nasser to approve the first reading. Motion carried.

Motion by Butler, second by Hirsch to set second reading for December 15th. Motion carried.

FIRST READING OF REVISED ORDINANCE 2022-13 EXEMPTIONS FROM BIDDING.

Motion by Nasser, second by Kitzmiller to approve the first reading. Motion carried.

Motion by Nasser, second by Butler to set second reading for December 15th. Motion carried.

FIRST READING OF REVISED ORDINANCE 2022-14 CONTRACTOR'S LICENSE FEE.

Motion by Hirsch, second by Butler to approve the first reading. Motion carried.

Motion by Nasser, second by Hirsch to set second reading for December 15th. Motion carried.

FIRST READING OF REVISED ORDINANCE 2022-18 SUPPLEMENTAL.

Motion by Nasser, second by Butler to approve the first reading. Motion carried.

Motion by Butler, second by Nasser to set second reading for December 15th. Motion carried.

WASTEWATER TREATMENT PLANT EXPANSION BIDS.

Motion by Butler, second by Hirsch to open for discussion. Motion carried.

Motion by Butler, second by Nasser to close discussion. Motion carried.

Motion by Butler, second by Nasser to table for December 15th. Motion carried.

CITIZENS INPUT

Angela Lutz discussed meeting audio clarity, supplements and sewer/growth.

Yvonne Carter discussed legal fees.

UPCOMING EVENTS:

City Offices will be closed Friday, December 22nd, and Monday, December 26th in observation for Christmas Eve and Christmas.

ITEMS FROM CITY ATTORNEY

Motion by Butler, second by Nasser, to enter into executive session at 6:43 p.m. per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

Motion by Hirsch, second by Kitzmiller to go out of executive session at 6:57 p.m. Motion carried.

ADJOURNMENT

Motion by Butler, second by Nasser, to adjourn at 6:57 p.m. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

Published once _____ at a cost of \$ _____.